



STATE OF MICHIGAN

RICK SNYDER  
GOVERNOR

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
LANSING

NICK LYON  
DIRECTOR

MICHIGAN DEPARTMENT OF  
HEALTH AND HUMAN SERVICES  
OFFICE OF CHILD SUPPORT  
235 S GRAND AVE STE 810  
LANSING, MI 48933-1805

Phone No: (866) 540-0008

April 24, 2016

Jane Jean Doe  
20 Play St  
Detroit, MI 48229-9999

Child Support IV-D Case Number: **999999999**  
MDHHS Case Number: 111111111

Re: Jonathan R. Doe  
Janey A. Doe

Dear Ms. Doe:

The Office of Child Support (OCS) has received your *Online Child Support Response* form. To proceed with your child support case, OCS needs more information from you. Please call OCS at (866) 540-0008 and provide the following information by **May 6, 2016**:

- ☒ [X] The home address, mailing address, and/or the employer for the child(ren)'s parent(s) who is not living in your home.
- ☒ [X] The physical description of the child(ren)'s parent(s) not living in your home.
- ☒ [X] The conception information for the child(ren).

If you do not give all the needed information, OCS will find you uncooperative. The Michigan Department of Health and Human Services (MDHHS) may lower your benefits or close your assistance case unless you have a good reason. You may contact your MDHHS assistance worker to complete a *Claim of Good Cause – Child Support* (DHS-2168) form if:

- Cooperating with OCS would result in serious physical or emotional harm to the child or to you;
- The child's birth was a result of incest or rape; or
- Adoption is pending for the child in your care.

Sincerely,  
Office of Child Support  
(866) 540-0008

The Michigan Department of Health and Human Services (MDHHS) does not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, genetic information, sex, sexual orientation, gender identity or expression, political beliefs or disability.

Legal Authorities: 42 USC 654(29) Failure to cooperate may result in loss of Family Independence Program benefits for all family members and loss of Medicaid for the noncooperating members. R400.3009 MAC and R400.5008 MAC Failure to cooperate may result in loss of benefits from Child Development and Care and the Food Assistance Program.

This institution is an equal opportunity provider.